



ACCOMPLISHMENT REPORT

December 1-31, 2021

1. Coordinated with other office/s, department/s, and component colleges.
2. Managed the operation of the Office of the Director for Instruction and Evaluation.
3. Signed routinary documents such as payrolls/vouchers, DTRs, accomplishment reports, appointments, faculty workload, clearances, travel order, and other documents that need the VPAA's action/signature.
4. Conducted monitoring/consultation meetings with academic units.
5. Assisted composite team (CHEDRO VIII, LGU, DOH and IATF) while conducting the evaluation and inspection of the VSU preparedness for the Face-to-Face classes last December 13-14, 2021.
6. Prepared the supporting documents needed for the Face-to-Face classes and submitted to CHED Region VIII.
7. Attended meetings of the following:
 - a. UADCo, UAC, ODQA, OP
 - b. Document Review Meeting on the Quality Procedures of OVPA, ODIE, and OIM
 - c. Presentation of Planning Forms to New Co-Process Owners
 - d. Continuation of the Meeting on Monitoring of OTPs, OPCRM, etc. Action plans for NCs and OFIs of OVPA - December 3, 2021
 - e. DTE PrEd 154 - Field Study 2 Supervisors - December 3, 2021
 - f. GTS and Employers Feedback Task Force - December 9, 2021
 - g. Inception Meeting on the SHS Project Proposal-SLSU - December 9, 2021
 - h. Meeting with the FS Supervisors on AR ORAL DEFENSE - December 10, 2021
 - i. Inception Meeting re Spatial Characterization and Matching of SHS, HEIs, and Industry in Region VIII - December 9, 2021
 - j. OVPA and OUR Operational Planning Workshop and Reframing Strategic Plan - December 24, 2021
 - k. Operational Planning Workshop and Reframing Strategic Plan - December 28, 20, 2021
8. Webinars attended:
 - a. Lecture on Ethics in Health Research - December 1, 2021
 - b. NRCP (DOST) Back2Basic (B2B) Episode 12: Digital Humanities - December 1, 2021
 - c. Webinar-Workshop on the Preparation of the GAD Agenda - December 7, 2021
 - d. CHED-TIEC Cohort 1 closing ceremony - December 7, 2021
 - e. WIRIS Plugins Orientation - December 9, 2021
 - f. 88th NRCP Founding Anniversary - December 10, 2021
 - g. Webinar: Digital Transformation of Philippines Higher Education - December 10, 2021.